

**Virgin Islands Air National Guard
AGR Military Vacancy Announcement**

Virgin Islands National Guard Joint Force Headquarters VING AGR Vacancy Announcement VIRGIN ISLAND AIR NATIONAL GUARD Announcement Number: 009-12			Tour Length: 3 Years	
			Opening Date:	Closing Date:
			DATE: 12 April 2012	DATE: 25 May 2012
FUNCTIONAL CODE: 44CE00	GRADE Military Rank: SrA - TSgt	Unit Location: 285th CES, ST. CROIX, USVI	Position: STRUCTURAL AFSC: 3E371	
		Selecting Official: Capt Jon Hult Commander		

This position will be filled under the provisions of Title 32, Section 502(f), United States Code. Selected applicant(s) will be ordered to active duty for three (3) years. This is **NOT** a career position. Enlistment in the Virgin Islands Air National Guard is a prerequisite for entry into the AGR program. Continued membership in the Virgin Islands ANG is a condition for retention in the AGR program.

AREA OF CONSIDERATION: All members of the Virgin Islands Air National Guard in the grade of SrA (with 5-level) through TSgt and those eligible for immediate enlistment. The hire date will be negotiated between the selectee, the selecting supervisor, and the JFHQ.

NATIONAL GUARD MEMBERSHIP STATUS: Full-time military duty in this position requires membership in the VI Air National Guard. Wearing of appropriate Air Force uniform is required while in this position.

DUTIES AND RESPONSIBILITIES:

(1) Plans and completes work from initial layout to final assembly by interpreting and applying building plans, specifications, methods, techniques, materials, devices and sequences best suited for construction. Prepares and interprets working drawings and schematics for maintaining, altering, and repairing buildings and structures. Surveys proposed work sites to determine material and labor requirements. Prepares cost estimates. Reviews structural work progress and coordinates changes in schedules. Ensures structural soundness of completed work which involves understanding weak and stress points; and insuring proper reinforcement, propping and bracing.

- (2) Performs construction and training related to masonry, sheet metal layout and fabrication, welding and cutting, concrete forming, wood framing and finishing.
- (3) Coordinates the operation, maintenance and assembly of steel buildings. Maintains proficiency and provides training on maintenance and operation of the Ultimate Building Machine (UBM) and Automatic Building Machine (ABM). Constructs, alters, fabricates, repairs Pre-engineered Steel Buildings (PEB) and shelters.
- (4) Equipment custodian for Structures section.
- (5) Implements the Squadron Environmental Program and Air Force Occupational Safety and Health Program (AFROSH) within the Structures section.
- (6) Coordinates with PRIME BEEF Logistics Flight Vehicle Maintenance and supports qualification of Guardsman and validation of government driver's license for all the authorized vehicles.
- (7) Performs maintenance on diesel and gasoline engine driven shop equipment IAW the operator and owner manuals provided by the manufacturer. Performs required repairs to maintain safe operation and availability.
- (8) Perform corrosion control on assigned construction equipment and vehicles.
- (9) Prepares training plans for the operation and operator maintenance for all types of construction equipment. Must be proficient in the operation of construction and maintenance equipment such as diesel and gasoline powered trucks, man lifts, skid-steer loader, forklifts and similar equipment. Provides individual and group instruction of the basic principles of operating and maintaining construction equipment to assigned personnel on a regular recurring basis.
- (10) Performs other duties as assigned or required.

SKILL AND KNOWLEDGE:

--Incumbent should possess a broad and diversified background with experience in operating and maintaining all types of shop tools and equipment. Must have a thorough understanding of various types of construction to include appropriate methods, construction sequencing, and their particular limits. Shall possess knowledge in the structural construction of foundation systems, structural members, column/beams, truss and roof layout, and finishing of surfaces (metal, sheetrock, and wood or metal panels).

--Incumbent should possess knowledge of powered support equipment: diesel, gasoline, and/or multi-fueled engines. Maintains and repairs facility fabrication machines and ground support equipment. Knowledge on troubleshooting electrical and transistorized sensing and controlling devices and panels for various systems.

--incumbent should possess knowledge in structural steel and building fabrication systems to include: metal layout, metal types and fabrication, welding, metal cutting, and brazing. Shall maintain all metal working equipment to include breaks, rollers, punches, welders, and all associated safety equipment.

--In-depth knowledge of compliance programs, i.e., Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), National Fire Protection Association (NFPA), and Federal Emergency Management Agency (FEMA).

--Skill in oral and written communications. Thorough knowledge of recruiting/retention and Professional Military Education (PME) programs.

--Ability to research and interpret Federal and state regulations and to read and interpret specifications and drawings to plan and direct comprehensive programs for the operation, maintenance, repair, and improvement of government facilities for the ANG Wing/Unit/PRIME BEEF and other supported organizations.

RESPONSIBILITY:

Works under the general supervision of the Maintenance and Operations Forman. Work assignments are given as broad organizational objectives and goals, and the position is given considerable latitude in establishing shop/section priorities and objectives. Works independently with supervision confined largely to the review for soundness of overall approach and effectiveness in meeting requirements or producing expected results. General guidelines are Air Force and Civil Engineering directives and local policies and procedures.

PHYSICAL EFFORT:

Performs duties that require standing, stooping, bending, kneeling, climbing, and working in tiring and uncomfortable positions. Frequently lifts, carries, and sets up tools, parts, and equipment that weigh up to 50 pounds. Perform repairs and installations from ladders, scaffolding, and platforms in areas where all or parts of systems are in hard to reach places.

General guidelines consist of agency/Air Force instructions, base policies, Federal , state and local regulations ordinances, and procedures pertaining to contracting, equipment, facilities, and services and are subject to research and independent decisions made by the incumbent. They also include administrative policies, locally developed guidance, program requirements, legislation, and precedent decisions covering program operations. Incumbent is required to make sound and reasonable decisions during planning, scheduling, emergencies, and phasing of PRIME BEEF Civil Engineering work with little guidance.

Although technical guides and instructions are furnished, these frequently require determining and selecting the appropriate guide or instruction along with interpretation and judgment to modify and apply appropriate guidelines to specific problems or issues; or, in certain situations, are not specifically applicable to an emergency situation at hand.

WORKING CONDITIONS:

Work conditions vary between office and field conditions. While normally incumbent may be in administrative surroundings, field research or emergencies may require exposure to extreme weather, standing, bending and stooping in tiring positions for extended periods of time, due to construction or work site management.

OTHER SIGNIFICANT FACTS:

Incumbent may be required to prepare for and support the mission through the accomplishment of duties pertaining to military training, military readiness, force protection and other mission related assignments including, but not limited to, training of traditional Guard members, CWDE/NBC training, exercise participation (ORE/ORI/UCI/MEI/OCI/IG, etc.), mobility exercise participation, FSTA/ATSO exercise participation, SABC training, LOAC training, weapons qualification training, participation in military formations, and medical mobility processing within the guidelines of NGB/ARNG/ANG/State/TAG rules, regulations and the laws.

The assignment is impacted by the complexity of construction associated with PRIME BEEF training mission as well as the requirement for management of personnel, equipment, and technical resources to accomplish the job. This requires seasoned judgment and skill to consider data, plan work and modify methods/techniques to manage a section impacted by mission changes, modernization, and unanticipated requirements associated with multiple simultaneous construction missions. The incumbent must be capable of coordinating and directing work involving multiple construction trades.

The scope of the work involves provision of day-to-day and long-term training, individual unit member readiness, and PRIME BEEF special capabilities to ensure the highest possible level of unit readiness. The work directly impacts Air Force, ANG wing and other supported organizations by providing optimum surroundings to enhance overall wing productivity.

Contacts are with other ANG or active duty PRIME BEEF units, Air National Guard Readiness Center (ANG), gaining command or MAJCOM, Air National Guard Civil Engineering Technical Services Center (ANG/CETSC), and Air Force civilian or outside contractors.

Although the work involves regular and recurring field surveys and site visits. Visits involve a considerable amount of physical activity, including walking, climbing and stooping over rough terrain on construction sites that are not necessarily easily accessible. May be required to lift up to 75 pounds. On call 24 hours. Must be able to withstand heights up to 100 feet. Occasionally exposed to high stress conditions.

SELECTION CRITERIA:

- (a) Should be able to complete 20 years active Federal service prior to age 60. If member will not be able to complete 20 years prior to age 60, the member must complete statement of understanding.
- (b) Must meet the physical qualifications outlined in AFI 48-123 and be worldwide qualified for ANG membership.
- (c) Must possess or be able to obtain a SECRET security clearance.

(d) Must meet ANG fitness standards IAW AFI 36-2905 with a score of 75 or above on the Fitness Assessment as of the closing of this announcement.

(e) Military grade cannot exceed the maximum military grade authorized. A member who is over-grade must indicate, in writing, a willingness to be administratively reduced in grade when assigned.

APPLICATION PROCEDURE:

a. Applicants may apply for this position by submitting:

(1) Although not required, a resume cover letter is recommended.

(2) Resume should include chronological listing of all military service. Include inclusive dates, branches of service, units and location assigned, and a brief recap of duties.

(3) NGB Form 34-1, (dated 5 Nov 2010 or most current), Application for AGR Position available on the website: <http://www.ngbpdc.ngb.army.mil/forms.htm>

NOTE: Must be submitted with an original signature.

(4) Current Records Individual Review RIP (if currently assigned to the USAF, USAFR or ANG - can be obtained from vMPF).

(5) For ANG and USAFR members: include Point Credit Summary (PCARS) from the vMPF. Print "View All", minus the PCARS definitions and FAQ pages.

(6) Copy of all DD Form(s) 214, NGB Forms 22, and any other official documentation to verify any active duty service.

(7) Fitness Result Assessment sheet with a passing score within 12 months of the announcement closing date.

(8) Copy of current AF Form 422 or printout of AF Form 422a (dated or re-certified within 12 months of announcement closing date). This requirement is not applicable for current VI ANG AGR members.

b. Applications must be submitted and received at the below address by the closing date of the announcement. Otherwise, applications will not be accepted. All applications must arrive no later than 1530L on closing date.


****Applications will not be returned. Fax and email copies **will not** be accepted as original signatures must be on file. No applications or addendums thereto will be accepted after the closeout date/time.**

EQUAL EMPLOYMENT OPPORTUNITY: The VI National Guard is an equal opportunity employer. Selection for this position will be made without regard to race, religion, national origin, gender, marital status or political affiliation.

POINT OF CONTACT: Pamela Depusoir, SMSgt
JFHQ-NGVI, Personnel Superintendent
4031 LaGrande Princesse, Lot 1B
Christiansted, St. Croix, USVI 00820
(Comm: 340-712-7716) (DSN: 727-7716)

The process of applying and being nominated does not constitute final selection for nor guarantee this position. Applicants are strongly advised not to make arrangements to move or change jobs until notified of final selection by the HRO Office representative.

FOR THE ADJUTANT GENERAL:



KAI A. SCHJANG
LTC, MP
Director, Human Resources

DISTRIBUTION:
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